

APPROVED



## Mission Preparatory

# Minutes

## General Board Meeting

All meetings are in-person.

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### Date and Time

Thursday February 22, 2024 at 5:00 PM

### Location

Abraham Joshua Learning Commons  
1050 York St  
San Francisco, CA 94110

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### Directors Present

A. Ruiz de Bustamante, C. Craig-Chardon, D. Monte (remote), J. Garcia, K. Gandiaga, L. Fuentes (remote), N. Driver, S. Cronin

### Directors Absent

D. Goldberg

### Guests Present

C. Jerez

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

K. Gandiaga called a meeting of the board of directors of Mission Preparatory to order on Thursday Feb 22, 2024 at 5:03 PM.

## II. Consent Calendar

### A. Approve Minutes 12/14 General

C. Craig-Chardon made a motion to approve the minutes from General Board Meeting on 12-14-23.

A. Ruiz de Bustamante seconded the motion.

The board **VOTED** to approve the motion.

### B. Approve Minutes 1/25

C. Craig-Chardon made a motion to approve the minutes from Mission Prep Board Meeting on 01-25-24.

A. Ruiz de Bustamante seconded the motion.

The board **VOTED** to approve the motion.

### C. Approve Minutes 12/14 Special Meeting

C. Craig-Chardon made a motion to approve the minutes from Special Board Meeting Mission Prep on 12-14-23.

A. Ruiz de Bustamante seconded the motion.

The board **VOTED** to approve the motion.

## III. Finance

### A. Updates

Financial outlook has improved and we've moved from a \$89k deficit to a \$174 surplus due to staffing changes. There will be a decrease in funding next year from the state based on the governor's budget and a stabilization of MP enrollment, but the community schools grant would help balance the budget if awarded.

## IV. Executive Director Compensation and Employment 23-24

### A. Board Review of Compensation Comparability Study in Open Session

N. Driver made a motion to Approve the comparability study.

S. Cronin seconded the motion.

The board **VOTED** to approve the motion.

### B. Board Review and Vote of Agreement

K. Gandiaga made a motion to Approve the compensation package.

C. Craig-Chardon seconded the motion.

Compensation agreement includes executive coaching and degree attainment endeavors and the comparability study places the range in mid high.  
The board **VOTED** to approve the motion.

## **V. Closing Items**

### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:59 PM.

Respectfully Submitted,  
C. Craig-Chardon